

**Minutes of the Grey Highlands Public Library Board Meeting
Held at the Flesherton Public Library
On
Wednesday, September 5, 2018 at 7:00 p.m.**

Present: Chair, Brian Henderson, Donna Close, Janet Carson, Allan Coleclough, Aakash Desai, Councillor Lynn Silverton
Regrets: Kevin Land
Staff: CEO, Wilda Allen, Staff: Becky Hill

1.0 Call to order: Chair, Brian Henderson called the meeting to order at 7:02 p.m. and welcomed Councillor Lynn Silverton who will be replacing Councillor Peggy Harris on the Library Board.

2.0 Approval of Agenda:

Motion #35-18 **Moved by: Aakash Desai**
Seconded: Donna Close
That the agenda be approved. Carried.

3.0 Declaration of pecuniary interest: None.

4.0 Approval of the Minutes of June 27, 2018 Library Board Meeting:

Motion #36-18 **Moved by: Janet Carson**
Seconded: Donna Close
That the minutes of the June 27, 2018 Library Board meeting be approved. Carried.

5.0 Business Arising:

- .1 Update Trillium Grow Grant – The Media Production Coordinator and Assistant (Greg and Gavin) have been busy filming, editing and posting videos of the many events that took place over the summer. The videos may be viewed on Cable 251 and the Grey Highlands Cultural YouTube Channel. Outreach to someone that is familiar with digitizing local history – “Still to Moving Images”
- .2 Update Other Grants – The CEO reported that final reports are in process for the Summer Student Grants (Canada Summer Jobs, Summer Experience Program).
- .3 Confirm Staff Job Descriptions – Wilda reported that she is working with the HR staff at the Municipal Office on final formatting/editing adjustments of staff job descriptions.
- .4 Update re: Library/Museum Governance- Brian Henderson reported that the Museum Board has decided to not pursue further meetings between the Library and Museum regarding joint governance.

6.0 Correspondence:

- .1 None

7.0 Financial Report

.1 Monthly statement- Wilda presented the financial statement for July 2018.

**Motion #37-18 Moved: Allan Coleclough
Seconded: Aakash Desai
That the financial statement be received.
Carried.**

8.0 CEO report- Wilda presented the CEO report.

- Panic FOBS are now installed at Walter Harris Memorial Library.
- Wilda has colour samples (steel) for the roof to be replaced at the Walter Harris Memorial Library Branch. Still waiting for three quotes.
- Roof vent repair at Flesherton Library has not been completed yet. Wilda will follow up with the contractor.
- The Library is participating in the Barn Quilt program and Wilda is working with the Barn Quilt team and volunteers on the design.
- The Museum and Municipality are planning and hosting a "Peace Lunch" on November 17th. The Library is providing support in a communications/publicity capacity and will assist with posters, social media, cultural newsletter and posting on the cultural channel.


**Motion #38-18 Moved: Lyn Silverton
Seconded: Aakash Desai
That the CEO report be accepted. Carried**

9.0 Other Business

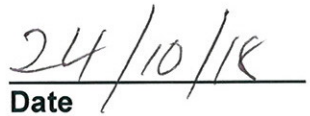
.1 Jessica Hammond, Library Assistant- Circulation and has been accepted in the Master of Library and Information Studies Program at the University of Toronto MLIS program.

10.0 Adjournment: Board members agreed that the next Library board meeting will be October 24th at 7:00 p.m. at the Walter Harris Memorial Library (note: rescheduled from Oct.17, 2018 following the meeting).

The Chairman adjourned the meeting at 8:02 p.m.



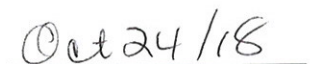
Signature, Chairperson



Date



Signature, CEO



Date